

**Joint Meeting of the Boards
Aquatic Science Center and San Francisco Estuary Institute**

**To Be Held
Friday, December 12, 2014
Time: 9:30 am – 3:00 pm**

**San Francisco Estuary Institute
4911 Central Avenue, Richmond, CA 94804
Large Conference Room**

AGENDA

Joint Business

1.	Call to Order SFEI Roll Call and Determination of Quorum ASC Roll Call and Determination of Quorum Review and Approval of Agenda – ASC Board Review and Approval of Agenda – SFEI Board	9:30 am Jim Fiedler
2.	Public Comment	9:40 am Jim Fiedler
3.	Executive Director Report <i>Attachment 5 – Executive Director Report – page 21</i>	9:45 am Warner Chabot
4.	Program Report Program Updates	10:00 am Program Directors
5.	Action: Consent Items <i>Attachment 1 – September 12, 2014 Meeting Minutes and Action Items – page 5</i> <i>Attachment 2 – October 10, 2014 Meeting Minutes and Action Items – page 13</i> Desired Outcome: Approval of Consent Items - Vote by ASC Board - Vote by SFEI Board	10:45 am Jim Fiedler
6.	Report on Appointment of Warner Chabot as SFEI Executive Director/Executive Director Transition	11:00 am Jim Fiedler
7.	Report on Executive Committee/Audit Committee Meeting of November 18, 2014 <i>Attachment 3 – Draft Minutes of November 18, 2014 Meeting – page 15</i> <i>Attachment 4 – Board Member Roster (as per request by Jim Fiedler) – page 19</i> Desired Outcome: Confirm Executive Committee Actions	11:15 am Jim Fiedler
8.	Board Member Reports	11:45 am Board Members
9.	Adjourn Joint Business Meeting and Call ASC Meeting to Order	Noon
	LUNCH	12:30 – 1:00 pm

Aquatic Science Center Business Meeting

ASC 1.	Action: Operations and Program Plan Quarterly Update <i>Attachment 6 – FY 2014-15 Program Plan Quarterly Update – page 25</i> Desired Outcome: Approve Program Plan Quarterly Update & Multiplier - Vote by ASC Board	1:00 pm Warner Chabot Lawrence Leung
ASC 2.	Report on Audit Committee Meeting: Accept ASC FY 2013-14 Audit <i>Attachment 7 – Position Paper to Receive FY 2013-14 Audit – page 29</i> <i>Attachment 8 – FY2013-14 ASC Audit – page 31</i> Desired Outcome: Receive Audit	1:30 pm Dave Tucker
ASC 3.	Action: Extend Administrative Services Agreement with SFEI <i>Attachment 9 – Resolution No. ASC 02-14 for Administrative Services Extension – page 55</i> Desired Outcome: Approve extension	1:40 pm Warner Chabot
ASC 4.	Adjourn ASC Meeting and call SFEI Meeting to Order	1:55 pm

San Francisco Estuary Institute Business Meeting

SFEI 1.	Report on Audit Committee Meeting: Accept SFEI FY 2013-14 Audit <i>Attachment 10 – Position Paper to Receive FY 2014 Stub Year Audit – page 57</i> <i>Attachment 11 – FY2014 SFEI stub year Audit – page 59</i> Desired Outcome: Receive Audit	1:55 pm Dave Tucker
SFEI 2.	Accept FY 2014 Form 990 For SFEI <i>Attachment 12 – Position Paper to Receive IRS Form 990 – page 89</i> <i>Attachment 13 – FY 2014 Form 990 – page 91</i> Desired Outcome: Accept IRS Form FY2014 Form 990	2:10 pm Warner Chabot
SFEI 3.	Update Change SFEI Fiscal Year from Calendar Year to July 1 – June 30 Fiscal Year/Approve Budget extension <i>Attachment 14 – Update on FY change – page 127</i> <i>Attachment 15 – Budget extension to June 30, 2014 position paper and proposed budget – page 129</i> Desired Outcome: Update Board; approve budget extension and multiplier	2:20 pm Warner Chabot
SFEI 4.	Action: Operations and Program Plan Update <i>Attachment 16 – Operations Report – page 135</i> <i>Attachment 17 – Q4 (12/12/14) 2014 Program Plan Update – page 145</i> Desired Outcome: Accept Operations Report and Approve Program Plan Update	2:40 pm Warner Chabot
SFEI 5.	Action: Extend Administrative Services Agreement with ASC <i>Attachment 9 – Resolution No. SFEI 04-14 for Administrative Services Extension NOTE: THIS IS A DUAL RESOLUTION FOR ASC AND SFEI – page 55</i> Desired Outcome: Approve extension	
SFEI 6.	Adjourn SFEI Meeting	3:00 pm* approx.

SFEI Future Agenda Items:

Consider Business model options

ASC Future Agenda Items:

Ethics training

Upcoming Board Meetings

*March 6,
July 10, and
September 11.*

Dial-in Information – Host is Joanne Cabling 1-510-746-7334

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Guest Code: 620 318 245